Date

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
<b>1</b> \	Investigate   Justify	Signature
Coordination EMARKS	<del></del>	
Coordination EMARKS	Justify	

OPTIONAL FORM 41 (Rev. 7-76) Prescribed by GSA FPMR (41 CFR) 101-11.206